1. Approval of Minutes – The minutes of the 10/06/06 meeting were approved with four changes.

2. Previous Meeting Action Item Review

   a) The issues with printing within WebCT are still being researched and the results will be discussed next month.

   b) The SOLAR team is testing the entrance of grades into the grading page and will deliver the results before grades are due this semester.

3. Announcements

4. Chair’s Report

   a) Senate Executive Committee Resolution on Web Accessibility (handout) -- The Chancellor’s Office has mandated that all CSU campuses have a policy regarding Web Accessibility by January 7, 2007. A discussion ensued regarding the resolution and the following points were made. 1) The time constraints to have this policy in place by January 7th were a concern. 2) ATC would like to be involved in the policy making process.

   A motion was made to take no action on the Senate Executive Committee Resolution on Web Accessibility. MSP.
5. Department / College Issues

Ardavan Asef-Vaziri informed the committee that the College of Business & Economics preferred the old WebMail to the new version. Asef-Vaziri asked if there was an open-sourced media that has the same capabilities as PowerPoint. Open Office was mentioned as being an open-sourced, multi-platform suite. It was also broached that PowerPoint has ADA accessibility issues.

Larry Chu from the College of Health & Human Development related that a faculty member needed last semester’s roster sheets and they had been deleted. Steven Fitzgerald informed the group that discussions have been taking place on back-up strategies and archival processes and any preferences on how to set this up are welcome.

6. CIO’s Report

   a) Enhanced Portal Project  --  Hilary Baker announced that ATC members were invited to attend a workshop on Monday, November 6th from 2-5 in UN 277. This workshop regarding the portal was to gather feedback on the needs of the campus. One point was raised that students should be able to give feedback to the campus by means of automated tools.

   b) SOLAR Upgrade 2007 Project  --  Baker explained that the upgrade will go live next June. At ATC’s meeting in February, Baker would like to share highlights of the changes, created by the upgrade.

   c) Upcoming New Vendor Software Releases  --  Steven Fitzgerald cautioned the committee about installing new software, specifically IE7 and Vista, because of security and compatibility issues. Prior to installing, you should have the software reviewed for possible support issues.

7. Discussion Topics

   a) ADA Accessibility Plan  --  John Noga

      i. Update on ATI Training  --  Ashley Skylar attended a two day conference at LAX that was attended by representatives from the 23 CSU campuses. Skylar informed that the first day was comprised of basic accessibility information such as making instructional material accessible and what is 508. The second day was a full day of brainstorming on the next steps. Skylar noted that Northridge was singularly proactive by having templates in place and a Web Accessible Group working on campus. Twenty web sites have been identified as target sites and the work has begun to convert these sites.

Providing help and training for the faculty was discussed as a major issue, along with video streaming and new faculty awareness of the compliance rules. The group that attended this conference will reconvene and assist in planning the next steps for CSUN to achieve compliancy.
ii. ATI: The Facts, Just the Facts (handout) -- This document written by Provost Harry Hellenbrand was discussed. The general atmosphere is that accessibility is the right thing to do but how to accomplish it is the question. Jacek Polewczak indicated that a typical PDF file for Math & Science has dozens of formulas. Concerns arise from how to tag these formulas.

The guidelines for password-protected websites have not yet been identified.

John Adams, from the College of Humanities, described his experience in converting his web pages to be ADA accessible. Adams offered to share his expertise with others as needed.

b) Open Standards (handout) -- John Noga passed out the Resolution on Open Standards and asked the committee to email feedback on the resolution.

8. Policy

9. New Business

Meeting adjourned at 4:00 PM. Next meeting is scheduled for December 1, 2006.